

DECLARATION OF SURPLUS

WHEREAS, in compliance with 19 O.S. §§ 339, & 421 thru 421.2, the Board of County Commissioners of
 Texas County, Oklahoma, are required and have power to make all orders
 respecting the property of the county, and to do and perform such other duties and acts as may be
 required by law, and

WHEREAS, the Board of County commissioners of Texas County,
 Oklahoma, has under its management and control the following described assets of the
 County Clerk office or department:

Description	Inventory ID # Original Cost	Serial number Date Acquired
IBM Wheelwriter Typewriter	780201.02	11-A1723
	\$ 465.00	2/4/2005
IBM Wheelwriter Typewriter	100201.22	11-FB767
	\$ 895.00	4/1/1993
IBM Wheelwriter Typewriter	100201.20	11-BL817
	\$ 651.00	5/1/2992
Rotary Shelves	100108.27	
	\$ 1,632.50	3/1/1997
Timeclock Hardware	200214.04	2439183
	\$ 2,174.25	12/13/24

Signature of officer requesting declaration of surplus: Wendy Gajmson

AND, upon proper and careful consideration, find that the above equipment is obsolete and not economical to continue to use for county purposes.

The Board further directs that in accordance with 62 O.S. § 335, any proceeds collected from the sale of said property be deposited into the County Clerk Fund.

Passed and approved in open meeting this 22ⁿ day of December, 2025

ATTEST:

Wendy Gajmson
 County Clerk

Texas

County, Oklahoma

By: _____
 Deputy

Chairman

Oliver Sledge

Member

Ken Bullard

Member

Donald Swartz



OSAI Form # 9005 (2019)
19 O.S. §§ 178.1 et seq., 421.1, 421.2 and 1502

County
Texas

Department
County Clerk

Inventory Officer

Identification Number
200214.04

Account
GENERAL / 0001-1-2000-4110

Item
TIMECLOCK HARDWARE

Trade Name
TIMECLOCK

Description

Serial Number
2439183

Model Number

Vendor (or donor)
TIMECLOCK PLUS, LLC

Date Acquired
12/13/2024

Cost
2,174.25

Purchase Order Number
252596

Warrant Number

Location of Asset

Federal Grant Funds used

Vendor Address
1 TIMECLOCK DRIVE SAN ANGELO, TX 76904

Estimated Fair Market Value (if donated)
Remarks

Federal Grant Number

Record of Acquisition

Estimated Useful Life
Year 2024

Lease-Purchase Assets or Leased (rented) Assets

Vendor

Payment Contract with

Date of contract

Purchase Price

Date of Final Payment

Contract Number

☐ Lease- Purchase (title will transfer to the County upon final payment).

☐ Leased/Rented

(For tracking purposes only - full warranty leases and rented equipment are not to be include in total value of County owned fixed assets).

Asset Disposition

Date Declared Surplus
Disposition (check one)

☐ Sold

Date Sold or Traded
Receipt Number

Sold or Traded to:

Surplus Resolution #
☐ Traded ☐ Junked ☐ Other:

Date of Disposition

Disposition Resolution Number
Amount

Vendor Address

Bid Number

Instructions: Fill in the applicable fields for fixed asset acquisitions and disposals

FIXED ASSET RECORD - PROPERTY AND EQUIPMENT
(Vehicles, Furniture, Equipment, Machinery, Radios, Electronics, Etc.)

County Texas
Department County Clerk
Inventory Officer

Identification Number 100108.27
Account GENERAL

Item ROTARY SHELVES
Trade Name STARTER UNIT
Description

Record of Acquisition

Estimated Useful Life
Year 1997

Serial Number
Model Number

Vendor (or donor) STANFIELD PRINTING

Vendor Address PO BOX 39

Date Acquired 03/01/1997

Cost 1,632.50

Purchase Order Number 972786

Warrant Number 1223

Location of Asset COUNTY CLERK/VAULT

Federal Grant Funds used

Federal Grant Number

Estimated Fair Market Value (if donated)

Remarks STANFIELD'S BID #575-96-97

Lease-Purchase Assets or Leased (rented) Assets

Vendor

Payment Contract with

Date of contract

Purchase Price 0.00

Date of Final Payment

Contract Number

☐ Lease- Purchase (title will transfer to the County upon final payment).
☐ Leased/Rented
(For tracking purposes only - full warranty leases and rented equipment are not to be include in total value of County owned fixed assets).

Asset Disposition			
Date Declared Surplus Disposition (check one)	☐ Sold	Surplus Resolution # ☐ Traded ☐ Junked ☐ Other:	
Date Sold or Traded Receipt Number		Date of Disposition	Disposition Resolution Number Amount
Sold or Traded to:		Vendor Address	
Method of disposal (if declared junk)			Bid Number

FIXED ASSET RECORD - PROPERTY AND EQUIPMENT
(Vehicles, Furniture, Equipment, Machinery, Radios, Electronics, Etc.)

County Texas Identification Number 780201.02
Department County Clerk Account
Inventory Officer

Record of Acquisition

Item IBM WHEELWRITER TYPEWRITER Estimated Useful Life
Trade Name IBM WHEELWRITER TYPEWRITER Year
Description

Serial Number 11-A1723
Model Number IBM WHEELWRITER TYPEWRITER

Vendor (or donor) ENID TYPEWRITER CO Vendor Address BOX 1701
Date Acquired 02/04/2005
Cost 465.00
Purchase Order Number 253714
Warrant Number 28
Location of Asset COUNTY CLERK/CAROL
Federal Grant Funds used Federal Grant Number

Estimated Fair Market Value (if donated)
Remarks

Lease-Purchase Assets or Leased (rented) Assets

Vendor Contract Number
Payment Contract with
Date of contract
Purchase Price 0.00
Date of Final Payment
☐ Lease- Purchase (title will transfer to the County upon final payment).
☐ Leased/Rented (For tracking purposes only - full warranty leases and rented equipment are not to be include in total value of County owned fixed assets).

Asset Disposition

Date Declared Surplus
Disposition (check one) ☐ Sold ☐ Traded ☐ Junked ☐ Other:
Date Sold or Traded Date of Disposition
Receipt Number
Sold or Traded to: Vendor Address
Disposition Resolution Number
Amount
Method of disposal
(if declared junk) Bid Number

FIXED ASSET RECORD - PROPERTY AND EQUIPMENT **(Vehicles, Furniture, Equipment, Machinery, Radios, Electronics, Etc.)**

County Texas Identification Number 100201.22
 Department County Clerk Account GENERAL
 Inventory Officer

Record of Acquisition

Item IBM WHEELWRITER Estimated Useful Life
 Trade Name IBM Year 1993
 Description

Serial Number 11-FB767
 Model Number 1500

Vendor (or donor) STANFIELD PRINTING Vendor Address PO BOX 39
 Date Acquired 04/01/1993
 Cost 895.00 Estimated Fair Market Value (if donated)
 Purchase Order Number 933234 Remarks
 Warrant Number 1689
 Location of Asset COUNTY CLERK/MIDDLE DESK PURCH
 Federal Grant Funds used Federal Grant Number

Lease-Purchase Assets or Leased (rented) Assets

Vendor Contract Number
 Payment Contract with
 Date of contract
 Purchase Price 0.00
 Date of Final Payment
☐ Lease- Purchase (title will transfer to the County upon final payment).
☒ **Leased/Rented** (For tracking purposes only - full warranty leases and rented equipment are not to be include in total value of County owned fixed assets).

Asset Disposition

Date Declared Surplus Surplus Resolution #
 Disposition (check one) ☐ Traded ☐ Junked ☐ Other:
 Date Sold or Traded Date of Disposition Disposition Resolution Number
 Receipt Number Amount
 Sold or Traded to: Vendor Address
 Method of disposal Bid Number
 (if declared junk)

FIXED ASSET RECORD - PROPERTY AND EQUIPMENT
(Vehicles, Furniture, Equipment, Machinery, Radios, Electronics, Etc.)

County Texas Identification Number 100201.20
Department County Clerk Account GENERAL
Inventory Officer

Record of Acquisition

Item IBM WHEELWRITER Estimated Useful Life
Trade Name IBM Year 1992
Description

Serial Number 11BL817
Model Number 1500

Vendor (or donor) STANFIELD PRINTING

Vendor Address PO BOX 39

Date Acquired 05/01/1992

Cost 651.00

Purchase Order Number

Estimated Fair Market Value (if donated)

Warrant Number 1742

Remarks PARTIAL-REFER TO 7800-201.01 FOR REMAINDER

Location of Asset COUNTY CLERK / BACK DESK PURCH

Federal Grant Funds used

Federal Grant Number

Lease-Purchase Assets or Leased (rented) Assets

Vendor

Payment Contract with

Contract Number

Date of contract

Purchase Price 0.00

Date of Final Payment

☐ Lease- Purchase (title will transfer to the County upon final payment).
☐ Leased/Rented
(For tracking purposes only - full warranty leases and rented equipment are not to be include in total value of County owned fixed assets).

Asset Disposition

Date Declared Surplus

Surplus Resolution #

Disposition (check one) ☐ Sold

☐ Traded

☐ Junked

☐ Other:

Date Sold or Traded

Date of Disposition

Disposition Resolution Number
Amount

Receipt Number

Sold or Traded to:

Vendor Address

Method of disposal
(if declared junk)

Bid Number